

IN THE OFFICE OF ADMINISTRATIVE HEARINGS

Complainant

V

AHCCCS ADMINISTRATION

Respondent

No. 02F- _____ -AHC
(Docket number)

REQUEST FOR WITNESS TO TESTIFY
TELEPHONICALLY

1. My name is _____ ; I am the _____ Complainant; _____ Respondent.

2. I request that the following person, _____ , be permitted to appear and testify telephonically in this matter because (list reasons): _____

Note: R2-19-114 provides that the administrative law judge may grant a motion for telephonic testimony if:

1. Personal attendance by a party or witness at the hearing will present an undue hardship for the party or witness;
2. Telephonic testimony will not cause undue prejudice to any party; and
3. The proponent of the telephonic testimony pays for any cost of obtaining the testimony telephonically. (In AHCCCS cases, this requirement is waived.)

3. The Telephone Number to contact my witness for telephonic testimony is:

Phone Number: (_____) _____

Location: _____

FAX number (if available): (_____) _____

4. I understand that the following shall be considered a failure to appear for a telephonic hearing and grounds for not permitting the testimony, if the following conditions exist for more than 15 minutes after the scheduled time for the hearing:

1. Failure OF MY WITNESS to answer the telephone (note: caller id must be UNBLOCKED);
2. Failure OF MY WITNESS to free the telephone for a hearing; or
3. Failure OF MY WITNESS to be ready to proceed with the hearing as scheduled.

5. I have sent a copy of this request to the opposing party at the following address: _____

6. Approval is subject to completion of this form and signature of the person requesting to permit a witness to testify telephonically. Your witness will be permitted to testify telephonically unless the administrative law judge specifically denies your motion no later than 5 days before the hearing. Failure to send a copy of this request to the opposing party 15 days before the hearing is grounds for the denial of this request.

Date

Signature of person requesting witness to testify telephonically

Mail to:

Office of Administrative Hearings
1400 W Washington, Suite #101
Phoenix, Arizona 85007

Or fax to: (602) 542-9827